

Commissioners:

JEFF C. WHEELAND
Chairman

ERNEST P. LARSON
Vice Chairman

TONY R. MUSSARE
Secretary



ANN M. GEHRET
*Director of Administration
and Chief Clerk*

N. RANDALL SEES
Solicitor

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**Minutes of the Meeting of
March 22, 2012
Board Room, Executive Plaza
Pine Street, Williamsport**

Commissioner Wheeland - Present
Commissioner Larson - Present
Commissioner Mussare - Present

Solicitor Sees - Present

1.0 OPERATIONS

- 1.1 CONVENE COMMISSIONERS MEETING. Mr. Wheeland convened the Commissioners Meeting 10:08 a.m.
- 1.2 APPROVE THE MINUTES OF THE PREVIOUS MEETINGS. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved the minutes of the previous meeting as they are recorded.
- 1.3 RECEIVE PUBLIC COMMENTS (AGENDA ITEMS ONLY). Mr. Wheeland opened the floor to public comment on agenda items only, and none were received.

2.0 ACTION ITEMS

- 2.1 AWARD CONTRACT FOR FOOD PRODUCTS. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), awarded contracts for food products on a per item basis to the following: Keyco Distributors, Benjaman Foods, Feesers, Inc.
- 2.2 APPROVE LIMITED POWERS OF ATTORNEY. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved limited powers of attorney to appoint Virginia A. Fraley, Secretary of Fraley Auction Company, Inc. as agent to execute vehicle title documents for the following:
- Item 1: 1991 Freightliner Semi Truck Tractor.
Serial Number: 1FUPZSYB4ML482278.
RMS ID Number: TRAC-04.
 - Item 2: 1994 Mack CL713 Semi Truck Tractor.

Serial Number: 1M2AD12Y4RW001305.
RMS ID Number: R-12.
Item 3: 2003 Freightliner FL-80 Hook Lift Truck.
Serial Number: 1FVABXAK64HM15519.
RMS ID Number: R-18.
Item 4: 2006 International 4400SBA Hook Lift Truck.
Serial Number: 1HTMKAAR96H223214.
RMS ID Number: R-22.
Item 5: 1996 Ford F-350 4X4 Single Axle Dump Truck.
Serial Number: 2FDKF38G6TCA65454.
Lycoming County PRC Vehicle.
Item 6: 2002 Steco SEC3896 75 Cubic Yard Transfer Trailer.
Serial Number: 5EWES382921253666.
RMS ID Number: TRL-46.
Item 7: 2004 Galbreath A5-EX250 Roll Off Trailer.
Serial Number: 1G9F127294A157557.

- 2.3 APPROVE PURCHASE FROM CLEVELAND BROTHERS. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved purchase of parts for CoGen Engines from Cleveland Brothers Equipment Company, Inc in the total amount of \$26,107.82.
- 2.4 APPROVE PSA WITH DR. NATHAN JEAN. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved professional service agreement with Dr. Nathan Jean not to exceed \$10,000 annually.
- 2.5 APPROVE PSA WITH FELICE ASSOCIATES. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved professional service agreement with Felice Associates, Inc. for consulting services.
- 2.6 APPROVE TDA CHANGE. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved TDA Change - Commissioners - Change Grants Administrator/Purchasing Agent to Grants, Purchasing & Property Manager.
- 2.7 APPROVE LCIDA APPOINTMENTS. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved the following appointments/reappointments to LCIDA:
Jeffrey Bower 12/31/2016 (reappointment).
Eric O'Connor 12/31/2016 (reappointment).
Dan Ertel 12/31/2016 (appointment).

Mr. Wheeland recessed the Commissioners' Meeting at 10:13 a.m.

3.0 SALARY BOARD

- 3.1 CONVENE SALARY BOARD. Controller Rogers was present.
- 3.2 RMS-OPERATIONS - A motion by Mrs. Rogers and seconded by Mr. Larson and passed (4-0), approved Jared P. Gilbert as full

time replacement Equipment Operator - Pay grade 5 - \$14.13/hour effective 3/26/2012.

3.3 COMMISSIONERS - A motion by Mrs. Rogers and seconded by Mr. Larson and passed (4-0), approved Mya D. Toon as full time Grants, Purchasing & Property Manager - Pay grade 11 - \$58,263.60/annually effective 4/1/12.

3.4 PRISON - A motion by Mrs. Rogers and seconded by Mr. Larson and passed (4-0), approved the reclassification of Timothy G. Fogelman as full time Lieutenant - Pay grade 10 - \$28.79/hour effective 5/13/12.

3.4 CORONER - A motion by Mrs. Rogers and seconded by Mr. Larson and passed (4-0), approved Kathryn G. Kiessling as full time replacement Clerk III - Pay grade 4 - \$12.95/hour effective 5/7/12.

3.4 DISTRICT ATTORNEY - A motion by Mrs. Rogers and seconded by Mr. Larson and passed (4-0), approved Laura L. Bower as full time replacement Clerk I - Pay grade 2 - \$10.94/hour effective 3/26/12.

3.4 COLLECTIONS - A motion by Mrs. Rogers and seconded by Mr. Larson and passed (4-0), approved Diana Y. Durrwachter as part time replacement Clerk III - Pay grade 4 - \$12.03/hour effective 3/26/12, not to exceed 1,000 hours annually.

3.5 ADJOURN SALARY BOARD. A motion by Mr. Rogers and seconded by Mr. Larson and passed (4-0), adjourned the Salary Board at 10:15 a.m.

Mr. Wheeland reconvened the Commissioners' Meeting at 10:15 a.m.

5.0 REPORTS / INFORMATION ITEMS.

5.1 Dan Dorman announced an Electronic Recycling event on March 24, 2012.

6.0 PUBLIC COMMENT. Mr. Wheeland opened the floor to public comment and the following were received:

Scott Miller of Tucker Street in Williamsport spoke about Impact Fee concerns he has. He added that he is happy about the electronic recycling event.

7.0 NEXT REGULARLY SCHEDULED MEETING. Mr. Wheeland announced the next regularly scheduled meeting as a work session on Tuesday, April 3, 2012. No meetings March 27 & March 29.

8.0 ADJOURN COMMISSIONERS' MEETING. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), adjourned the Commissioners' Meeting at 10:22 a.m.